

Annexure -1(b)

Sample of letter to be sent to MF clients in case of change of distributor code (ARN) is due to the existing distributor deciding to become sub-distributor of a Principal MFD and decides to merge his/her/ its clientele / AUM under the ARN of Principal MFD.

On the Distributor's Letter Head

Date: _____

To,

Name & Address of Investor:

Dear Sir/ Madam,

Subject: Change of distributor code (ARN) in respect of your Mutual Fund Folios under PAN

From : _____ Name of Transferor Distributor _____ [ARN _____]

To: _____ Name of Transferee Distributor _____ [ARN _____]

Address: _____

Email ID: _____

Mobile no: _____

At the outset, I/we would like to thank you for being my/our valued client and for investing in mutual funds through my / our distributor code / AMFI Registration Number (ARN) _____.

This is to inform you that I/ we have decided to become a sub-distributor of _____ Name of Transferee Distributor _____ and shall be integrating my/our mutual fund distribution business under his/her/their ARN _____, and have requested all the concerned mutual funds / AMCs to shift the mutual fund investments under my/our ARN code to the ARN of _____ Name of Transferee Distributor _____.

Once all concerned mutual funds / AMCs/ RTAs complete the necessary action in this regard, my / our ARN / distributor code will be replaced by ARN _____ of _____ Name of Transferee Distributor _____ in all of your mutual fund folios.

However, this change in distributor /ARN code will not affect your existing relationship with me/us, as I/we shall continue to service you as a sub-distributor of <<<_____ Name of the Transferee Distributor _____>>>. Also, please note that there will be no change in your mutual fund holdings whatsoever, as this is merely a change in distributor code.

In this regard, if you do not wish to transfer your MF holdings/folios to ARN _____ of the aforesaid transferee distributor, and wish to shift to some other mutual fund distributor or investment adviser of your choice, OR wish to SWITCH your units to Direct Plan, you are requested to inform the concerned mutual funds/ AMCs accordingly through a written communication within 15 days from the date of this letter /email i.e. by DD-MMM-YYYY.

Please note that if the AMC(s) do not receive any written communication/objection for the proposed change in the distributor/ARN code from you within 15 days i.e., by DD-MMM-YYYY, it will be deemed that you have no objection for the aforesaid change of distributor code and the concerned AMC/RTA shall proceed with the change the ARN code in your mutual fund folios as above, i.e., the distributor code in your existing MF folio/s and all your existing SIP/ STP mandates, if any, along with the holdings under my/our ARN - _____ shall be shifted by the mutual fund under the ARN _____ of the aforesaid transferee distributor.

On change of the ARN in your folios, you will receive an appropriate communication from the concerned AMC/RTA giving details of your accounts/folios which are mapped to ARN _____ of << Name of Transferee Distributor >>.

Kindly note that if you are agreeable to the aforesaid change of distributor / ARN code in respect of your MF holdings/folios to ARN _____ of the aforesaid transferee distributor, then no action is required from you.

If you choose to shift your mutual fund holding / folios under my/our ARN to any other mutual fund distributor of your choice, please submit a written request to the concerned mutual fund / RTA specifying the name and ARN the mutual fund distributor within 15 days of this communication i.e., by DD-MMM-YYYY.

If you decide to switch your unitholding to Direct Plan, please submit a Switch request in the prescribed format, to the concerned mutual fund/RTA requesting them to shift all mutual fund units in your folio under my/our ARN _____ to Direct Plan within 15 days of this email/letter i.e., by DD-MMM-YYYY. Please note that the Switch transaction to Direct Plan shall be processed by the mutual fund at applicable NAV as per the applicable cut-off timing regulations for MF transactions as per the date and time of receipt of the switch request.

[Note: Please note that as per current Income Tax laws, switching of Units from a Regular Plan to a Direct Plan (or vice-versa) within the same mutual fund scheme is subjected to Capital Gains Tax, even though there is no cashflow involved.]

I/We look forward continue to provide you my/our services in respect of all your mutual fund investments as done so far, but as a sub-distributor of _____ Name of Transferee Distributor mentioned hereinabove.

Thanking you,

Yours sincerely,

Name:

ARN: